

Call for Expression of Interest



ANNEX A

EOI Application Form – BANK ACCOUNT

I. ADMINISTRATIVE COMPLIANCE

A. Know Your Customer (KYC)

Is your organization/company compliant with the country legislation on Know Your Customer ? Yes / No

What are the minimum documents required from clients to access the banking services you provide and other legal requirements? Do these requirements differ for (if so, please provide further detail):

- Nationals:
- Foreigners:
- Refugees:
- Internally Displaced Persons:.....
- Other Demographic Group:.....

What are the banking solutions you can provide for clients who do not comply with the minimum documents required?

II. TECHNICAL INFORMATION

A. Technical solution, type(s) of cash and/or voucher delivery mechanisms/payment systems provided

- i. Do you already have access to required technology for ensuring efficient and effective bank transfers: Yes / No
- ii. Would you need to develop new solutions / implement or adapt or rent through third party in order to effect bank transfers to DRC beneficiaries? Yes / No
- iii. If so, how long would it take for you to set these up in calendar days? **Calendar days**
- iv. In order to deliver bank transfers, do you operate directly or indirectly through any intermediary organization(s)? Directly / Indirectly

v. What are the **bank services** you can provide?

- Open bank accounts
- ATM cash out
- Over-The-Counter cash out
- Bank transfers
- Mobile Money transfers
- Other (please specify): _____

B. Presence and coverage across relevant geographical areas of operation for DRC's cash and voucher assistance

i. Total number of branches / service centers / franchises in DRC's Targeted areas are: (Please attach the list)

Areas	Number of branches/Services center/Franchises
Mali	
Niger	
Nigeria	
Burkina Faso	
Central African Republic	
Cameroon	
Chad	

ii. Total Number of ATMs (Automated Teller Machines) in DRC's Targeted AREAS: (Please attach the list)

Areas	Number of ATM
Mali	
Niger	
Nigeria	
Burkina Faso	
Central African Republic	
Cameroon	
Chad	

iii. Any other additional information about your coverage:

iv. If you do not have any branches or ATMs in any of DRC's targeted areas, how would you rapidly respond and distribute cash and/or vouchers?

C. Capacity to deliver the volume of assistance requested by DRC

i. What are the minimum and maximum amounts of funds you can disburse in a day?

Minimum..... (amount) (currency)
Maximum..... (amount) (currency)

ii. How much (in monetary value) cash and voucher assistance are you able to deliver in the programmatic areas targeted by DRC within 1 month (maximum amount)?

Areas	Value and Currency
Mali	
Niger	
Nigeria	
Burkina Faso	
Central African Republic	
Cameroon	
Chad	

iii. How long does it take to distribute cash and voucher assistance to 100 / 500 / 2,000 / 5000 people in the areas targeted by DRC programming once all recipients are registered?"

Areas	Time in days / hours ?			
	100 people	500 people	2 000 people	5000 people
Mali				
Niger				
Nigeria				
Burkina Faso				
Central African Republic				
Cameroon				
Chad				

D. Existing experience and competency in supporting delivery of humanitarian cash and voucher assistance in the country of programming

i. Do you have experience in humanitarian cash and voucher assistance? If yes, please provide a short description and list down the clients you have worked with and/or are working with on cash or voucher assistance / cash distributions including payment methods.

Name of the client	Payment Method	Total amount distributed	Targeted areas	Comments

ii. Do you have any working experience with DRC? If yes, please describe this experience below (completed projects and / or ongoing projects):

Payment Method	Total amount distributed	Targeted areas	Comments

iii. If you have no experience in humanitarian cash and voucher assistance programming, would you be interested in possible future involvement? Please describe your interest.

iv. Please provide reference, including contact details, from at least one other NGO or international organisation proving experience and competency in supporting the delivery of humanitarian cash and voucher assistance.

Name of the NGO	Name of the contact	e-mail address	Telephone number	Period

E. Data protection and management

- i. Does your organization have a Data Protection Policy? Yes / No
- ii. Is your company compliant with the European Union's General Data Protection Regulation ("GDPR") (Regulation (EU) 2016/679)? Yes / No

III. ADDITIONAL INFORMATION

Please include any additional information you want to add in this EOI.